

COUNTY MANAGER



P I N A L ♦ C O U N T Y
wide open opportunity



UNIQUE OPPORTUNITY

Pinal County is seeking an experienced, challenges-driven local government professional to become its next County Manager. This vacancy will exist by virtue of the imminent retirement of the long-tenured incumbent who has served the County for 24 years and as County Manager since 2006. This is a wonderful opportunity for a creative and resourceful leader to help shape the future of this diverse economic region of southern Arizona.

PINAL COUNTY

Pinal County (pop. 365,000) is situated between Maricopa County (Phoenix) and Pima County (Tucson) spanning 5,370 square miles in the southern portion of Arizona. Pinal County is part of the "Sun Corridor", a vast portion of the state stretching from the Prescott Valley in the north, to Nogales south near the Mexican border. This region has been identified as an area of concentrated future growth with varying degrees of urbanization. The County has two distinct regions: the eastern mountainous area (copper mining and tourism) and the western lower valley desert area (manufacturing, distribution and agriculture). Casa Grande (pop. 46,000) is the largest city. Other incorporated communities within the County are Apache Junction, Coolidge, Eloy, Florence (County seat), Kearny, Maricopa, Mammoth, Queen Creek, and Superior.

Several national, state and county parks and recreation areas are located in the County ranging from the Casa Grande Ruins National Park in Coolidge and the Table Top Wilderness area on the County's western edge, to the Boyce Thompson Arboretum State Park near Superior, the Town of Florence Historical District and McFarland State Historic Park, Picacho Peak State Park near Red Rock, the Lost Dutchman State Park in Apache Junction, and Oracle State Park near Oracle. Beyond the parks, trails and abundant open spaces in Pinal County are numerous opportunities for outdoor camping and recreation as well as popular hiking destinations in the Superstition Mountains and Aravaipa Canyon.

The County's diverse economy, pro-business atmosphere, availability of low cost land and water resources, excellent transportation system, robust power grid, and trained and available workforce create a county of "wide open opportunity" to live, work and play.

COUNTY GOVERNMENT

The County is divided into three supervisorial districts and each Supervisor is elected by the constituents within that district. Based on growth and the 2010 Census, Pinal County will be subdivided into five districts and a slate of five Supervisors will be elected to begin serving terms in 2013. The Board of

Supervisors has legislative authority to establish the county budget, manage its General Fund, and approve contracts, procurements and expenditures. The Board is assisted in its administrative responsibilities by the County Manager who is delegated broad responsibilities in the areas of budget development and administration. The Board appoints the County Manager, Clerk of the Board, and Internal Auditor.

Other officials who are elected on a county-wide basis include the Treasurer, Assessor, Recorder, Sheriff, County Attorney, School Superintendent, Superior Court Judges, and Clerk of the Superior Court. Officials elected by precinct include the Justices of the Peace and Constables.

With a FY '10-'11 budget of approximately \$437 million (\$197 million General Fund), and a staff of 2,130 full-time and 332 part-time and temporary employees, the County provides a broad variety of services such as law and justice, community development, public health, public works, community services, affordable housing, and general/administrative services.

Pinal County website:
www.pinalcountyyaz.gov

COUNTY MANAGER

Appointed by the Board of Supervisors, and under the direction of the Board, the role and function of the County Manager is to provide administrative and managerial direction as the organization's chief administrative officer. The primary responsibilities of the Manager include policy implementation, direction of programs/service delivery, and managing the resources of the organization. Specific examples of the primary duties of the County Manager include:

- Assures that operation of assigned departments are consistent with policies as set by the Board of Supervisors, various commissions and applicable statutes,
- Provides administrative and managerial direction through subordinate Assistant County Managers and Department Directors,
- Reviews reports, recommendations and studies to evaluate effectiveness of assigned departments. Recommends corrective action when appropriate,
- Confers with the Board of Supervisors and various commissions to develop projects and studies,
- Determines staffing requirements of assigned departments,
- Formulates procedures for implementation of policies,
- Reviews, answers or assigns matters received in the County Manager's Office to staff for study and disposition,



County Mission

Pinal County Government protects and enhances its citizens' quality of life by providing public services in an ethical and responsible manner delivered by a motivated, skilled and courteous workforce.

- Supervises major re-organizational and management studies,
- Coordinates with other agencies, departments, and the Board of Supervisors in various meetings

Members of the County Manager's Office include three Assistant County Managers (Administrative Services, Development Services, and Health & Human Services), Communications & Public Affairs Director, Economic Development Director, and Managing for Results Administrator. Each Assistant County Manager is responsible for the oversight of specific County Departments as follows:

Assistant County Manager for Development Services – Air Quality, Building Safety, Environmental Health, Planning & Development, and Public Works

Assistant County Manager for Administrative Services – Budget & Research, Elections, Finance, Human Resources, Information Technology, Risk Management, Facilities Management, Fleet Services, and Fairgrounds

Assistant County Manager for Health and Human Services – Animal Care & Control, Behavioral Health, Medical Examiner, Library District, Correctional Health, Horizon Home Care, Housing, Long Term Care, Public Health, and Public Defender



CURRENT ISSUES AND PRIORITIES

In preparation for the recruitment of the County Manager, the Board of Supervisors has identified the following current short- and long-term issues and priorities that will require the energy, commitment and expertise of the successful candidate:

- **COUNTY GROWTH** – Pinal County remains one of the fastest growing counties in the country, having increased from 191,000 in 2000 to its current population of 365,000. As this growth continues, attention will be focused on the quality of this growth moving forward. This will require effective coordination of land use, environmental planning (energy and water resources), open space, transportation (expansion of multi-modal transportation capacity), and the County's role in providing leadership through proactive involvement in both county-specific and regional issues.
- **ECONOMIC DEVELOPMENT** – As part of the County's strategic priorities, Pinal County Government works collaboratively with regional governments to promote the creation of jobs that will provide for a more diversified economy for sustainable communities. The County recently created the position of Economic Development Director to coordinate this effort.
- **MANAGING FOR RESULTS** – Pinal County is implementing Managing for Results (MFR) to assess current levels of service delivery and embark on a path of continuous improvement. The new County Manager will be tasked with rolling out a Pay for Performance Plan as part of MFR's Employee Performance Management System.
- **REDISTRICTING** – Due to the change in population, Pinal County will be increasing from three to five districts as part of the November 2012 election. This will result in a redistricting process and the addition of two Supervisors to the County Board in January 2013. The new County Manager will face a new political dynamic given the change in the Board and the need to edify the new members to county government practices.

THE IDEAL CANDIDATE

The ideal candidate will be a seasoned local government professional with significant leadership and management experience in a public agency. This challenging position requires a strong, visionary leader committed to continuous quality improvement, customer service and performance management who can bring guidance and focus to a dedicated staff. He or she must be able to anticipate and prepare innovative service delivery solutions in an evolving system of federal and state mandates and guide the County through a period of exciting change, growth and opportunities.

The new County Manager will assume responsibility for one of Arizona's most admired counties with a tradition of quality public service, innovative solutions to County problems and a track record of accomplishment. These traditions, in addition to the issues and priorities that have been identified, call for an experienced and talented public sector executive. Candidates who have experience in a jurisdiction of similar makeup and growth opportunities will be favorably considered.

Specific requirements are as follows:

Education

A Bachelor's degree in a relevant field is required; a Master's degree and ICMA certification are desirable.

Competencies and Characteristics

In addition to the experience and education described above, the ideal candidate can best be described as:

- Outstanding leader and motivator
- Big picture orientation; strategic and visionary
- Politically aware/astute; yet apolitical
- Motivated to draw on experience in change management to affect positive results in a growing/transforming organization
- Experience with public-private partnerships
- Familiar with a desert environment/natural resources management
- Knowledgeable regarding the operations and structure of local government
- Fiscally astute/prudent



- Available; accessible; approachable
- Sensitive to a culturally diverse community
- Possesses a positive, can-do attitude
- Relationship-builder; collaborative and inclusive
- Outstanding communicator
- Enjoys a passion for public service/values local services
- Willing to be active and engaged in the community
- Engenders trust and credibility; a person of the highest integrity
- Sense of humor

COMPENSATION AND BENEFITS

Compensation – The salary for the County Manager will be negotiated with the Board of Supervisors. Actual salary will be dependent on the experience and qualifications of the successful candidate.

The County also offers an attractive benefit program, which includes the following:

Retirement – Arizona State Retirement System (includes Long Term Disability coverage)

Health, Dental, Vision – Cafeteria Plan of \$5,300 paid by the County.

Flexible Spending Account (health care/dependent care)

Life Insurance – \$10,000 County-paid Life Insurance coverage (Accidental Death and Dismemberment and Basic Dependent Life included). Voluntary Supplemental Life Insurance available – premium paid by employee.

Disability Insurance – Short Term Disability Plan, cost dependent on salary and age of employee.

Vacation – generous leave provisions to be afforded the employee.

Sick Leave – accrual rate of 104 hours annually; accrual of sick leave exceeding 360 hours rolls over to vacation leave.

Holidays – 10-paid holidays annually

Auto Allowance – negotiable (option for use of county vehicle)

County-provided cell phone

APPLICATION AND SELECTION PROCEDURE

To be considered for this excellent career opportunity, please submit your resume with cover letter, current salary and four work-related references by Friday, August 6, 2010. Your resume should reflect the months and years of current and prior positions and also the size of budget and staff you manage. Submit materials to:



Stuart Satow
CPS Executive Search
241 Lathrop Way
Sacramento, California 95815
Tel: 916 263-1401
Fax: 916 561-7205
E-mail: resumes@cps.ca.gov
Web site: www.cps.ca.gov/search

Selection Process

Resumes will be screened in relation to the criteria outlined in this brochure. Candidates deemed to have the most relevant qualifications will be invited to interview with the consultant in late August following which the most qualified candidates will be referred for interviews in the County in mid-September. The County anticipates making an appointment to the position by October following final interviews and the completion of reference and background checks.

